

DIVORCE, LEGAL SEPARATION, ANNULMENT WITH MINOR CHILDREN

1

Temporary Orders

**Part 1: Completing and Filing
the Court Papers
(Forms Packet)**



SELF-SERVICE CENTER

TEMPORARY ORDERS IN DIVORCE, LEGAL SEPARATION, ANNULMENT CASES WITH MINOR CHILDREN

MOTION AND FILING COURT PAPERS

How to assemble these documents

This packet contains court forms for temporary orders in a divorce, legal separation, or annulment cases with minor children. Be sure the documents are in the following order:

Order	File Number	Title	No. Pp.
1	DRTMC1ft	Table of forms in this packet	1
2	DRTMC1k	Checklist to file	1
3	GNSDS10f	<i>"Sensitive Data Sheet"</i>	1
4	DRTMC11f	<i>"Motion for Temporary Orders"</i>	4
5	DROSC14f	<i>"Family Court Department Notice About Returns/Conferences in Commissioners' Courts"</i>	1
6	DROSC11f	<i>"Family Court Department Notice About Temporary Orders"</i>	1
7	DRT12f	<i>"Order to Appear"</i>	1
8	DROSC13f	<i>"Affidavit of Financial Information"</i>	7
9	DRCVG11f	<i>"Parenting Plan"</i>	5
10	DRS12f	<i>"Parent's Worksheet for Child Support"</i>	2
11	DRTMC82f	<i>"Temporary Order"</i>	4
12	DRS82f	<i>"Order of Assignment"</i>	1
13	DRS89f	<i>"Judgment Data Sheet"</i>	1

The documents you have received are copyrighted by the Superior Court of Arizona in Maricopa County. You have permission to use them for any lawful purpose. These forms shall not be used to engage in the unauthorized practice of law. The Court assumes no responsibility and accepts no liability for actions taken by users of these documents, including reliance on their contents. The documents are under continual revision and are current only for the day they were received. It is strongly recommended that you verify on a regular basis that you have the most current documents.

SELF-SERVICE CENTER

MOTION FOR TEMPORARY ORDERS DIVORCE, LEGAL SEPARATION, ANNULMENT WITH MINOR CHILDREN

CHECKLIST

Use the forms and instructions in this packet **ONLY** if the following factors apply to your situation:

- ✓ You or your spouse filed a petition for divorce, legal separation, or annulment, **AND**
- ✓ You and your spouse have minor children with each other **OR** the wife is pregnant by the husband **or** will be pregnant by the husband before the divorce is over, **AND**
- ✓ You need temporary court orders about property or debt, spousal maintenance/ support, child custody, visitation, or child support while you wait for the divorce, legal separation, and/or annulment to be final.

READ ME: It is very important for you to know that when you sign a court document, you may be helping or hurting your court case. Before you sign any court document, or get involved with a court case, it is important that you see a lawyer to make sure you are doing the right thing. The Self-Service Center has a list of lawyers who can give you legal advice and can help you on a task-by-task basis for a fee. If you want to know more about our list of lawyers and our list of mediators, ask the Self-Service Center staff.

Name: _____
 Mailing Address: _____
 City, State, Zip Code: _____
 Daytime Phone Number: _____
 Evening Phone Number: _____
 Representing: ☐ Self ☐ Petitioner ☐ Respondent
 (If Attorney) State Bar Number: _____

SUPERIOR COURT OF ARIZONA IN MARICOPA COUNTY

_____ Petitioner	Case No. _____ ATLAS No. _____ SENSITIVE DATA SHEET (Not public record. Access for Court staff ONLY)
_____ Respondent	

Fill out. File with Clerk of Court. Omit Account Numbers and Social Security Numbers
 (except on "Orders of Assignment") when requested on other forms.

A. Personal Information:

	Name	Date of Birth <small>(Month/Day/Year)</small>	Social Security Number
Petitioner:	_____	_____	_____
Respondent:	_____	_____	_____
Child:	_____	_____	_____
Child:	_____	_____	_____
Child:	_____	_____	_____
Child:	_____	_____	_____

B. Financial Account Numbers (including credit cards, financial and investment accounts, debts):

Financial Institution	Type of Account	Name(s) of Account Owner	Account #
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

C. Pension and Retirement Accounts (including IRAs, 401Ks):

Financial Institution	Type of Account	Name(s) of Account Owner	Account #
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

D. Life Insurance Policies:

Insurance Company	Type of Policy	Name(s) of Policy Owner	Policy #
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Name of Person Filing Document: _____
 Your Address: _____
 Your City, State, Zip Code: _____
 Your Telephone Number: _____
 ATLAS Number (if applicable): _____
 Representing ☐ Self (Without an Attorney) OR
 Attorney for ☐ Petitioner OR ☐ Respondent
 Attorney Bar Number (if applicable): _____

SUPERIOR COURT OF ARIZONA MARICOPA COUNTY

Name of Petitioner

Case Number: _____

MOTION FOR TEMPORARY ORDERS WITH CHILDREN

Name of Respondent

Check all that apply:

- ☐ For Spousal Maintenance/Support
☐ For Property and/or Debt
☐ For Child Custody/Visitation
☐ For Child Support
☐ Other: _____

REQUIRED INFORMATION, UNDER OATH:

- 1. INFORMATION ABOUT THE PETITION FOR DISSOLUTION or LEGAL SEPARATION or ANNULMENT.** (You cannot file a Motion for Temporary Orders unless you or your spouse have filed, or will file at the same time you file **this** paperwork, all the paperwork for a divorce or legal separation or annulment)
 - A. Date Petition for Dissolution of Marriage or Legal Separation or Annulment was filed: _____
 - B. Name of court where Petition was filed: _____
 - C. Information about court hearing scheduled for that Petition (if hearing is scheduled):
 - 1) DATE and TIME OF HEARING: _____
 - 2) NAME OF JUDICIAL OFFICER TO HEAR CASE: _____
- 2. INFORMATION ABOUT OTHER TEMPORARY ORDERS.** To the best of my knowledge, no temporary orders regarding these matters have been entered in any other court, and no court proceedings are pending for temporary orders. ☐ Check this box if this statement is true. **If it is not true, do not check the box, do not file this paperwork and see a lawyer for help.**

THIS IS WHAT I WANT THE COURT TO ORDER: Check the box in front of each item that you want. If you do not want the court to enter an order for that item, do not check the box.

3. ☐ **SPOUSAL MAINTENANCE/SUPPORT:** An order requiring my spouse to pay a reasonable sum for spousal maintenance/support as determined by the **"Affidavit of Financial Information"** I am submitting with this Motion.
4. ☐ **MEDICAL INSURANCE AND/OR COSTS:** An order requiring my spouse to provide medical and dental insurance for me and our child(ren), **at no cost** to me, **OR** to pay all the medical and dental expenses reasonably incurred by me for myself and our minor child(ren).
5. ☐ **PROPERTY:** An order granting the exclusive use and possession of the following property:
- A. To me:
- ☐ Residence located at _____
- ☐ Car described as: _____
- ☐ Other: _____
- B. To my spouse:
- ☐ Residence located at: _____
- ☐ Car described as: _____
- ☐ Other: _____
6. ☐ **DEBTS:** An order requiring payment of debts, until further order of this court, as follows (attach additional pages if necessary):
- A. **DEBTS TO BE PAID BY ME:**
- | DEBT | AMOUNT | TO WHOM OWED |
|-------|--------|--------------|
| _____ | _____ | _____ |
| _____ | _____ | _____ |
| _____ | _____ | _____ |
- B. **DEBTS TO BE PAID BY MY SPOUSE:**
- | DEBT | AMOUNT | TO WHOM OWED |
|-------|--------|--------------|
| _____ | _____ | _____ |
| _____ | _____ | _____ |
| _____ | _____ | _____ |
7. ☐ **INFORMATION ABOUT OUR CHILD(REN):**
- | | |
|----------------------------|----------------------------|
| Name: _____ | Name: _____ |
| Birth date: _____ | Birth date: _____ |
| Current Address: _____ | Current Address: _____ |
| County of residence: _____ | County of residence: _____ |
| Father: _____ | Father: _____ |
| Mother: _____ | Mother: _____ |
| Name: _____ | Name: _____ |
| Birth date: _____ | Birth date: _____ |
| Current Address: _____ | Current Address: _____ |
| County of residence: _____ | County of residence: _____ |
| Father: _____ | Father: _____ |
| Mother: _____ | Mother: _____ |

8. ☐ **CHILD CUSTODY:** The temporary care, custody and control of the minor child(ren) common to, or adopted by, me and my spouse is to be awarded to ☐ me or ☐ to my spouse.
9. ☐ **VISITATION:** Temporary visitation with the child(ren) as follows (be specific):
- ☐ **TRANSPORTATION.** ☐ Mother or ☐ Father shall pick-up the child(ren).
☐ Mother or ☐ Father shall return the child(ren).
- ☐ **WEEKENDS** (explain specifically) _____
- ☐ **SUMMER MONTHS** (explain specifically) _____
- ☐ **HOLIDAYS AND BIRTHDAYS:** (explain specifically) _____
- ☐ **TELEPHONE CALLS:** (explain specifically) _____
- ☐ **OTHER:** (explain specifically) _____
10. ☐ **CHILD SUPPORT:** An order requiring my spouse to pay me a reasonable sum for child support as determined by the current guidelines for child support, and according to the ***"Parent's Worksheet for Child Support"*** that I am submitting with this Motion.
11. ☐ **BASIS FOR REQUEST:** (Check the box if you want child support, spousal maintenance/ support, or medical insurance premiums paid or reimbursed.) This request is based on the best interests of the minor child(ren), and/or on my inability to support the minor child(ren) and/or my self or maintain this action without financial assistance from my spouse, and because my spouse refuses to voluntarily provide support for the family.
12. ☐ **OTHER REASONS AND/OR OTHER REQUESTS:** (Please explain here in detail what else if anything you want the judge to order on a temporary basis and why you need the order) _____
- _____
- _____
- _____
- _____
- _____
- _____
- _____

Case No. _____

REQUESTS TO THE COURT, UNDER OATH:

1. To enter a temporary order granting what I requested.
2. For any other orders of the court that are just.

OATH AND VERIFICATION:

STATE OF ARIZONA)
County of Maricopa) ss.

I, being duly sworn and under oath, state that I have read this Petition. All the statements in the Petition are true and correct and complete to the best of my knowledge and belief.

SIGNED _____

Subscribed and sworn to before me this _____ day of _____,
by _____.

My Commission Expires:

NOTARY PUBLIC: _____

SUPERIOR COURT OF ARIZONA IN MARICOPA COUNTY
Family Court Department Notice
Notice about “Returns”/Conferences in Commissioners’ Courts
Approved July 1, 1997/Revised June 9, 1998

This notice applies to **all** proceedings and must be served with the **“Order to Show Cause”**
and/or **“Order to Appear”** (except in IV-D child support cases by DES/DCSE)

GENERAL INFORMATION: Due to an increase in demand for time on commissioner calendars, as well as the reduction in resources available, the Family Court commissioners will set EVERY **“Motion for Temporary Orders”** and other requests for evidentiary hearings for a 15 minute “return”/status conference before setting a hearing.

REQUIREMENTS APPLICABLE TO THE RETURN: The attached **“Order to Appear”/“Order to Show Cause”** is a return only. Here is what the parties and attorneys must know about the return/status conference:

1. **Documents:** Not later than 3 judicial days before the date of the return, the parties shall exchange current, complete, and verified **“Affidavits of Financial Information,”** along with supporting documents. Failure to do so may result in sanctions.
2. **Failure to Appear:** This is a 15 minute proceeding with the court. The court will determine if more time is needed. All parties, whether represented by attorneys or not, must be present. If there is a failure to appear, the court may make such orders as are just, including granting the relief requested by the party who does appear.
3. **Conduct of Return/Status Conference:** If both parties appear, they must be prepared to advise the court of the issues resolved, as well as the issues which remain disputed. Each party shall be prepared to state his or her position on each issue. The court may schedule discovery, disclosure and any other matter necessary to assist the litigants at the subsequent hearing. The court may also enter an Order as to scope and duration of the hearing, including witnesses and documents which may be offered at hearing.
4. **Ability to Schedule Further Proceedings:** Parties and counsel attending the return/ status conference shall have in their possession a schedule of their availability. They shall be prepared to advise the court of any periods of non-availability in the six weeks after the return date.
5. **Duty to Meet Prior to Return:** Except where a party has obtained an **“Order of Protection”** or other Order of the court prohibiting contact, the parties shall meet and confer at least 24 hours prior to the return. In cases where an attorney has been retained, the attorney shall make a reasonable effort to meet with and confer with the opponent at least 24 hours prior to the return.

WARNING. All litigants and counsel are cautioned that failure to notify the court of settlement in a timely manner may result in the imposition of sanctions.

SUPERIOR COURT OF ARIZONA IN MARICOPA COUNTY

Family Court Department Notice

August 1, 1995 and revised June 9, 1997

This notice applies to **all** temporary orders proceedings and **must** be served with the ***“Order To Show Cause”*** and/or ***“Order to Appear”*** (except in IV-D child support cases by DES/DCSE)

1. NOTICE ABOUT TEMPORARY ORDERS:

- A. Parties Representing Themselves in Court.** Parties representing themselves will be sworn and shall state their position under oath. The judge will ask questions as necessary.
- B. Parties Represented by Attorneys.** In lieu of the above, attorneys who represent parties will state the party(ies)' position as to all contested matters by avowal.
- C. General Information.** No hearing will be allowed more than 45 minutes. If you are late for either hearing or cause any other delay, your hearing will be shortened to fit the amount of time scheduled.

2. NOTICE TO ALL RESPONDENTS ABOUT PAYMENT OF COURT FEES:

You can object to what the Petitioner asks for, but you will not be allowed to ask for any additional orders **unless, before the hearing**, you have paid the filing fee for a “Response” or “Appearance”, or the fee is deferred by the court. Bring written proof with you to the hearing that you paid, or were not required to pay, the court fee at this time. This means that you need a copy of the receipt, or a copy of the order deferring fees.

3. REQUIRED DOCUMENTS:

If either party is asking for child custody, spousal maintenance/ support (alimony), child support, or property/debt protection, each party must exchange with the other a complete ***“Affidavit of Financial Information”*** with all supporting documents. If you are asking for child support, you must also complete and exchange the ***“Parent’s Worksheet for Child Support.”*** If you want help completing the Parent’s Worksheet, you can call the Family Court Clerk Services at 602-506-3762 for an appointment. (You can get copies of these documents at the Self-Service Center at either the downtown Phoenix or Southeast (Mesa) Superior Court location.) Complete and exchange the documents at least **3** court days before the hearing or the judge might not allow you to present that part of your case. You will only be allowed to give the judge your copy of the ***“Affidavit of Financial Information”*** and up to 5 supporting documents, and the ***“Parent’s Worksheet for Child Support,”*** if you gave everything to the other party at least **3** court days before the hearing.

4. EXCEPTIONS:

If you want to be allowed to do something other than what is required in items 1, 2, and 3 above, you must put your request in writing as follows:

- **IF YOU ARE THE PETITIONER:** Put your request in writing **in the petition** for the ***“Order to Show Cause”*** also called ***“Order to Appear.”***
- **IF YOU ARE THE RESPONDENT:** Put your request in writing **to the judge** and provide a copy to the other party at least 5 court days before the hearing.

5. COURT REPORTER and/or COURT INTERPRETER:

You must request a court reporter and/or court interpreter at least **5** court days before the hearing. (Call the judge’s staff and tell him or her that you need a court reporter and/or interpreter.)

6. REASONABLE ACCOMMODATION:

You must make a request for reasonable accommodation under the Americans with Disabilities Act at least **3** court days before the hearing.

7. JUDGE OR COMMISSIONER:

Commissioners generally hear cases about temporary orders. All references to “judge” in this notice applies to commissioners.

Name of Person Filing Document: _____
 Your Address: _____
 Your Telephone Number: _____
 ATLAS Number (if applicable): _____
 Attorney Bar Number (if applicable): _____
 Representing ☐ Self (Without Attorney) OR
 Attorney for _____

SUPERIOR COURT OF ARIZONA IN MARICOPA COUNTY

 Name of Petitioner,

and

 Name of Respondent.

Case Number: _____

ORDER TO APPEAR FOR MOTION FOR TEMPORARY ORDERS

READ ME: This is an important Court Order that affects your rights. Read this Order carefully. If you do not understand this Order, contact a lawyer for help.

Based on the *"Motion for Temporary Orders,"* the documents filed with it, and pursuant to Arizona Law,

IT IS ORDERED THAT YOU _____ appear at the time and place stated below so the court can determine whether the relief asked for in the *"Motion for Temporary Orders"* should be granted.

INFORMATION ABOUT COURT HEARING TO BE HELD:

NAME OF JUDICIAL OFFICER: _____

DATE AND TIME OF HEARING: _____

PLACE OF HEARING: _____ MARICOPA COUNTY SUPERIOR COURT

ADDRESS OF HEARING: _____

IT IS FURTHER ORDERED that a copy of this *"Order to Appear"* and a copy of the Motion and documents filed with the Motion shall be served by the party initiating the action, on the parties who are required to appear and a copy of these documents shall be mailed immediately to parties who have appeared in this action, in accordance with Arizona Rules of Civil Procedure, Rule 5.

Requests for reasonable accommodation for persons with disabilities must be made to the office of the judge or Commissioner scheduled to hear this case five days before your scheduled court date.

DONE IN OPEN COURT: _____
 Judge/Commissioner of the Superior Court

READ ME. This is a 15 minute proceeding with the court. The court will determine if more time is needed. **All parties, whether represented by attorneys or not, must be present.** If there is a failure to appear, the court may make such orders as are just, including granting the relief requested by the party who does appear. If the petition seeks to establish, modify or enforce child support, and you fail to appear as ordered, a child support arrest warrant may be issued for your arrest.

Name: _____
 Mailing Address: _____
 City, State, Zip Code: _____
 Daytime Phone Number: _____
 Evening Phone Number: _____
 Representing: ☐ Self ☐ Petitioner ☐ Respondent
 State Bar Number: _____

SUPERIOR COURT OF ARIZONA IN MARICOPA COUNTY

 Petitioner/Plaintiff

Case No. _____

ATLAS No. _____

AFFIDAVIT OF FINANCIAL INFORMATION

 Respondent

Affidavit of _____
 (Name of Person Whose Information is on this
 Affidavit)

IMPORTANT INFORMATION ABOUT THIS DOCUMENT

WARNING TO BOTH PARTIES: This Affidavit is an important document. You must fill out this Affidavit completely, and provide accurate information. You must provide copies of this Affidavit and all other required documents to the other party and to the judge. If you do not do this, the court may order you to pay a fine.

I have read the following document and know of my own knowledge that the facts and financial information stated below are true and correct, and that any false information may constitute perjury by me. I also understand that, if I fail to provide the required information or give misinformation, the judge may order sanctions against me, including assessment of fees for fines under Rule 31, Arizona Rules of Family Law Procedure.

 Date

 Signature of Person Making Affidavit

INSTRUCTIONS

1. **Complete the entire Affidavit in black ink. If the spaces provided on this form are inadequate, use separate sheets of paper to complete the answers and attach them to the Affidavit. Answer every question completely! You must complete every blank. If you do not know the answer to a question or are guessing, please state that. If a question does not apply, write "NA" for "not applicable" to indicate you read the question. Round all amounts of money to the nearest dollar.**
2. Answer the following statements **YES** or **NO**. If you mark **NO**, explain your answer on a separate piece of paper and attach the explanation to the Affidavit.

[] YES [] NO	1. I listed all sources of my income.
[] YES [] NO	2. I attached copies of my two (2) most recent pay stubs.
[] YES [] NO	3. I attached copies of my federal income tax return for the last three (3) years, and I attached my W-2 and 1099 forms from all sources of income.

Case No. _____

1. GENERAL INFORMATION:

- A. Name: _____ Date of Birth: _____
B. Current Address: _____
C. Date of Marriage: _____ Date of Divorce: _____
D. Last date when you and the other party lived together: _____
E. Full names of child(ren) common to the parties (in this case), their dates of birth:

Name	Date of Birth
_____	_____
_____	_____
_____	_____

- F. The name, date of birth, relationship to you, and gross monthly income for each individual who lives in your household:

Name	Date of Birth	Relationship to you	Income
_____	_____	_____	_____
_____	_____	_____	_____

- G. Any other person for whom you contribute support:

Name	Age	Relationship to You	Reside With You (Y/N)	Court Order to Support (Y/N)
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

- H. Attorney's Fees paid in this matter \$ _____. Source of funds _____

2. EMPLOYMENT INFORMATION:

- A. Your job/occupation/profession/title: _____
Name and address of current employer: _____

Date employment began: _____

How often are you paid: ☐ Weekly ☐ Every other week ☐ Monthly ☐ Twice a month
☐ Other _____

- B. If you are not working, why not? _____

- C. Previous employer name and address: _____

Previous job/occupation/profession/title: _____

Date previous job began: _____ Date previous job ended: _____

Reason you left job: _____

Gross monthly pay at previous job: \$ _____

- D. Total gross income from last three (3) years' tax returns (attach copies of pages 1 and 2 of your federal income tax returns for the last three (3) years):

Year _____ \$ _____ Year _____ \$ _____ Year _____ \$ _____

- E. Your total gross income from January 1 of this year to the date of this Affidavit (year-to-date income): \$ _____

3. YOUR EDUCATION/TRAINING: List name of school, length of time there, year of last attendance, and degree earned:

- A. High School: _____
- B. College: _____
- C. Post-Graduate: _____
- D. Occupational Training: _____

4. YOUR GROSS MONTHLY INCOME:

- List **all** income you receive from **any** source, whether private or governmental, taxable or not.
- List all income payable to you individually or payable jointly to you and your spouse.
- Use a monthly average for items that vary from month to month.
- Multiply weekly income and deductions by 4.33. Multiply biweekly income by 2.165 to arrive at the total amount for the month.

A. Gross salary/wages per month \$ _____

- **Attach copies of your two most recent pay stubs.**

Rate of Pay \$ _____ per [] hour [] week [] month [] year

B. Expenses paid for by your employer:

1. Automobile \$ _____
2. Auto expenses, such as gas, repairs, insurance \$ _____
3. Lodging \$ _____
4. Other (Explain) _____ \$ _____

C. Commissions/Bonuses \$ _____

D. Tips \$ _____

E. Self-employment Income (See below) \$ _____

F. Social Security benefits \$ _____

G. Worker's compensation and/or disability income \$ _____

H. Unemployment compensation \$ _____

I. Gifts/Prizes \$ _____

J. Payments from prior spouse \$ _____

K. Rental income (net after expenses) \$ _____

L. Contributions to household living expense by others \$ _____

M. Other (Explain:) _____ \$ _____
(Include dividends, pensions, interest, trust income, annuities or royalties.)

TOTAL: \$ _____

5. SELF-EMPLOYMENT INCOME (if applicable):

If you are self-employed, attach a copy of the Schedule C for your business from your last tax return and the most recent income/expense statement from your business.

If self employed, provide the following information:

Name, address and telephone no. of business: _____

Type of business entity: _____

State and Date of incorporation: _____

Nature of your interest: _____

Nature of business: _____

Percent ownership: _____

Number of shares of stock: _____

Case No. _____

Total issued and outstanding shares: _____

Gross sales/revenue last 12 months: _____

INSTRUCTIONS

Both parties must answer item 6 if either party asks for child support. These expenses include only those expenses for children who are common to the parties, which means one party is the birth/adoptive mother and the other is the birth/adoptive father of the children.

6. SCHEDULE OF ALL MONTHLY EXPENSES FOR CHILDREN:

- **DO NOT LIST** any expenses for the other party, or child(ren) who live(s) with the other party, **unless** you are paying those expenses.
- Use a monthly average for items that vary from month to month.
- If you are listing anticipated expenses, indicate this by putting an asterisk (*) next to the estimated amount.

A. HEALTH INSURANCE:

1. Total monthly cost \$ _____
2. Premium cost to insure you alone \$ _____
3. Premium cost to insure child(ren) common to the parties \$ _____
4. List all people covered by your insurance coverage:

5. Name of insurance company and Policy/Group Number:

B. DENTAL/VISION INSURANCE:

1. Total monthly cost \$ _____
2. Premium cost to insure you alone \$ _____
3. Premium cost to insure child(ren) common to the parties \$ _____
4. List all people covered by your insurance coverage:

5. Name of insurance company and Policy/Group Number:

C. UNREIMBURSED MEDICAL AND DENTAL EXPENSES:

(Cost to you after, or in addition to, any insurance reimbursement)

1. Drugs and medical supplies \$ _____
2. Other _____ \$ _____

TOTAL:

\$ _____

D. CHILD CARE COSTS:

1. Total monthly child care costs \$ _____
(Do not include amounts paid by D.E.S.)
2. Name(s) of child(ren) cared for and amount per child:

\$ _____
\$ _____
\$ _____
\$ _____

3. Name(s) and address(es) of child care provider(s):

E. EMPLOYER PRETAX PROGRAM:

Do you participate in an employer program for pretax payment of child care expenses?
 (Cafeteria Plan)? [] YES [] NO

F. COURT ORDERED CHILD SUPPORT:

1. Court ordered current child support for child(ren)
not common to the parties \$ _____
2. Amount of any arrears payment \$ _____
3. Amount per month actually paid in last 12 mos. \$ _____
- **Attach proof that you are paying**
4. Name(s) and relationship of minor child(ren) who you support
 or who live with you, but are **not** common to the parties.

G. COURT ORDERED SPOUSAL MAINTENANCE/SUPPORT (Alimony):

1. Court ordered spousal maintenance/support you actually
 pay to previous spouse: \$ _____

H. EXTRAORDINARY EXPENSES :

1. For **Children** (Educational Expense/Special Needs/Other): \$ _____
 Explain: _____

2. For **Self**: \$ _____
 Explain: _____

INSTRUCTIONS

Both parties must answer items 7 and 8 if either party is requesting:

- Spousal maintenance
- Division of expenses
- Attorneys' fees and costs
- Adjustment or deviation from the child support amount
- Enforcement

7. SCHEDULE OF ALL MONTHLY EXPENSES:

- Do NOT list any expenses for the other party, or children who live with the other party unless you are paying those expenses.
- Use a monthly average for items that vary from month to month.
- If you are listing anticipated expenses, indicate this by putting an asterisk (*) next to the estimated amount.

•

Case No. _____

A. HOUSING EXPENSES:

1. House payment:
 - a. First Mortgage \$ _____
 - b. Second Mortgage \$ _____
 - c. Homeowners Association Fee \$ _____
 - d. Rent \$ _____
2. Repair & upkeep \$ _____
3. Yard work/Pool/Pest Control \$ _____
4. Insurance & taxes not included in house payment \$ _____
5. Other (Explain) _____ \$ _____
- TOTAL:** \$ _____

B. UTILITIES:

1. Water, sewer, and garbage \$ _____
2. Electricity \$ _____
3. Gas \$ _____
4. Telephone \$ _____
5. Mobile phone/pager \$ _____
6. Internet Provider \$ _____
7. Cable/Satellite television \$ _____
8. Other (Explain:) _____ \$ _____
- TOTAL:** \$ _____

C. FOOD:

1. Food, milk, and household supplies \$ _____
2. School lunches \$ _____
3. Meals outside home \$ _____
- TOTAL:** \$ _____

D. CLOTHING:

1. Clothing for you \$ _____
2. Uniforms or special work clothes \$ _____
3. Clothing for children living with you \$ _____
4. Laundry and cleaning \$ _____
- TOTAL:** \$ _____

E. TRANSPORTATION OR AUTOMOBILE EXPENSES:

1. Car insurance \$ _____
2. List all cars and individuals covered:

3. Car payment, if any \$ _____
4. Car repair and maintenance \$ _____
5. Gas and oil \$ _____
6. Bus fare/parking fees \$ _____
7. Other (explain): _____ \$ _____
- TOTAL:** \$ _____

F. MISCELLANEOUS:

1. School and school supplies \$ _____
2. School activities or fees \$ _____
3. Extracurricular activities of child(ren) \$ _____

Case No. _____

4. Church/contributions	\$ _____
5. Newspapers, magazines and books	\$ _____
6. Barber and beauty shop	\$ _____
7. Life insurance (beneficiary: _____)	\$ _____
8. Disability insurance	\$ _____
9. Recreation/entertainment	\$ _____
10. Child(ren)'s allowance(s)	\$ _____
11. Union/Professional dues	\$ _____
12. Voluntary retirement contributions and savings deductions	\$ _____
13. Family gifts	\$ _____
14. Pet Expenses	\$ _____
15. Cigarettes	\$ _____
16. Alcohol	\$ _____
17. Other (explain): _____	\$ _____
TOTAL:	\$ _____

8. OUTSTANDING DEBTS AND ACCOUNTS: List all debts and installment payments you currently owe, but **do not include items listed in Item 8** "Monthly Schedule of Expenses". Follow the format below. Use additional paper if necessary.

Creditor Name	Purpose of Debt	Unpaid Balance	Min. Monthly Payment	Date of Your Last Payment	Amount of Your Payment

Name of Person Filing Document: _____
 Your Address: _____
 Your City, State, Zip Code: _____
 Your Telephone Number: _____
 ATLAS Number (if applicable): _____
 Attorney Bar Number (if applicable): _____
 Representing ☐ Self (Without Attorney) OR Attorney for ☐ Petitioner ☐ Respondent

SUPERIOR COURT OF ARIZONA MARICOPA COUNTY

Name of Petitioner

Case Number _____

AND

PARENTING PLAN FOR:
☐ **JOINT CUSTODY WITH JOINT
CUSTODY AGREEMENT**
OR
☐ **SOLE CUSTODY**

Name of Respondent

☐ Mother
☐ Father

INSTRUCTIONS

This document has 3 parts: PART 1) General Information; PART 2) Custody and Parenting Time; PART 3) Joint Custody Agreement.

One or both parents must complete and sign the Plan as follows:

- a. If both parents agree to joint custody: Both parents must sign the Plan at the end of PART 2 and at the end of PART 3;
- b. If both parents agree to custody and parenting time arrangements but not to joint custody: Both parents must sign the Plan at the end of PART 2;
- c. If only one parent is submitting the Plan: That parent must sign at the end of PART 2

PART 1: GENERAL INFORMATION:

A. CHILDREN. This Plan concerns the following children: (Use additional paper if necessary)

- B. CUSTODY ARRANGEMENTS REQUESTED IN THIS PLAN:** The following custody arrangement is requested: (Check the box(es) that apply.)
- ☐ **JOINT LEGAL CUSTODY DETERMINATION DEFERRED:** The parent's request for joint legal custody is deferred to the court for determination. **OR,**
- ☐ **JOINT LEGAL CUSTODY AGREEMENT:** The parents agree to joint legal custody and request the court to approve the joint legal custody arrangement as described in this Plan, **OR**
- ☐ Mother or ☐ Father will be the primary custodial parent
- ☐ **SOLE LEGAL CUSTODY AGREEMENT:** The parents agree that ☐ Mother or ☐ Father will be the parent with sole legal custody and shall be the primary custodial parent. The parents agree that since each has a unique contribution to offer to the growth and development of their child(ren), each of them will continue to have a full and active role in providing a sound moral, social, economic, and educational environment for the benefit of the child(ren), as described in the following pages. **OR,**
- ☐ **SOLE LEGAL CUSTODY REQUESTED BY THE PARENT SUBMITTING THIS PLAN:** The parents cannot agree to the terms of custody and parenting time. The parent submitting this Plan asks the court to order custody and parenting time according to this Plan.
- ☐ **RESTRICTED, SUPERVISED, OR NO PARENTING TIME:** The parent submitting this Plan asks the court for an order restricting parenting time. The facts and information related to this request are described in the Petition.

PART 2: CUSTODY AND PARENTING TIME. Complete each section below. Be specific about what you want the judge to approve in the court order.

- A. WEEKDAY AND WEEKEND SCHEDULE:** The time-sharing schedule will be as follows:
- ☐ The children will be in the care of Father as follows: (Explain).
-
- ☐ The children will be in the care of Mother as follows: (Explain).
-
- ☐ Other custody arrangements are as follows: (Explain).
-
- ☐ Transportation will be provided as follows:
- ☐ Mother or ☐ Father will pick the children up at _____ o'clock.
- ☐ Mother or ☐ Father will drop the children off at _____ o'clock.
- Parents may change their time-share arrangements by mutual agreement with at least ____ days notice in advance to the other parent.
- B. SUMMER MONTHS OR SCHOOL BREAK LONGER THAN 4 DAYS:** The weekday and weekend schedule described above will apply for all 12 calendar months **EXCEPT:**
- ☐ During summer months or school breaks that last longer than 4 days, no changes shall be made. **OR,**
- ☐ During summer months or school breaks that last longer than 4 days, the child(ren) will be in the care of Father: (Explain.)
-
- ☐ During summer months or school breaks that last longer than 4 days, the child(ren) will be in the care of Mother: (Explain.)
-
- ☐ Each parent is entitled to a ____ week period of vacation time with the child(ren). The parents will work out the details of the vacation at least ____ days in advance.

- ☐ Should either parent travel out of the area with the child(ren), each parent will keep the other parent informed of travel plans, address(es), and telephone number(s) at which that parent and the child(ren) can be reached.
- ☐ Neither parent shall travel with the child(ren) outside Arizona for longer than _____ days without the prior written consent of the other parent or order of the court.

C. HOLIDAY SCHEDULE: The holiday schedule takes priority over the regular time-sharing schedule as described above. Check the box(es) that apply and indicate the years of the holiday access/Parenting time schedule.

Holiday		Even Years		Odd Years	
<input type="checkbox"/>	New Year's Eve	<input type="checkbox"/>	Mother	<input type="checkbox"/>	Father
<input type="checkbox"/>	New Year's Day	<input type="checkbox"/>	Mother	<input type="checkbox"/>	Father
<input type="checkbox"/>	Spring Vacation	<input type="checkbox"/>	Mother	<input type="checkbox"/>	Father
<input type="checkbox"/>	Easter	<input type="checkbox"/>	Mother	<input type="checkbox"/>	Father
<input type="checkbox"/>	4th of July	<input type="checkbox"/>	Mother	<input type="checkbox"/>	Father
<input type="checkbox"/>	Halloween	<input type="checkbox"/>	Mother	<input type="checkbox"/>	Father
<input type="checkbox"/>	Veteran's Day	<input type="checkbox"/>	Mother	<input type="checkbox"/>	Father
<input type="checkbox"/>	Thanksgiving	<input type="checkbox"/>	Mother	<input type="checkbox"/>	Father
<input type="checkbox"/>	Hanukkah	<input type="checkbox"/>	Mother	<input type="checkbox"/>	Father
<input type="checkbox"/>	Christmas Eve	<input type="checkbox"/>	Mother	<input type="checkbox"/>	Father
<input type="checkbox"/>	Christmas Day	<input type="checkbox"/>	Mother	<input type="checkbox"/>	Father
<input type="checkbox"/>	Winter Break	<input type="checkbox"/>	Mother	<input type="checkbox"/>	Father
<input type="checkbox"/>	Child's Birthday	<input type="checkbox"/>	Mother	<input type="checkbox"/>	Father
<input type="checkbox"/>	Mother's Day will be celebrated with the Mother every year				
<input type="checkbox"/>	Father's Day will be celebrated with the Father every year.				
<input type="checkbox"/>	Each parent may have the child(ren) on his or her birthday.				
<input type="checkbox"/>	Three-day weekends which include Martin Luther King Day, Presidents' Day, Memorial Day, Labor Day, Columbus Day, the children will remain in the care of the parent who has the child(ren) for the weekend.				
<input type="checkbox"/>	Other Holidays (Describe the other holidays and the arrangement.)				

- ☐ Each parent may have telephone contact with the child(ren) during the child(ren)'s normal waking hours
- ☐ Other (Explain)

D. PARENTAL ACCESS TO RECORDS AND INFORMATION: Under Arizona law (A.R.S. §25-403), unless otherwise provided by court order or law, on reasonable request, both parents are entitled to have equal access to documents and other information concerning the child(ren)'s education and physical, mental, moral and emotional health including medical, school, police, court and other records. A person who does not comply with a reasonable request for these records shall reimburse the requesting parent for court costs and attorney fees incurred by that parent to make the other parent obey this request. A parent who attempts to restrict the release of documents or information by the custodian of the records without a prior court order is subject to legal sanctions.

E. EDUCATIONAL ARRANGEMENTS:

- ☐ Both parents have the right to participate in school conferences, events and activities, and the right to consult with teachers and other school personnel.
- ☐ Both parents will make major educational decisions together. If the parents do not reach an agreement, then the final decision making regarding educational decisions shall be with
☐ Mother OR ☐ Father after consultation with _____

F. MEDICAL AND DENTAL ARRANGEMENTS:

- ☐ Both parents have the right to authorize emergency medical treatment, if needed, and the right to consult with physicians and other medical practitioners. Both parents agree to advise the other parent immediately of any emergency medical/dental care sought for the child(ren), to cooperate on health matters concerning the child(ren) and to keep one another reasonably informed. Both parents agree to keep each other informed as to names, addresses and telephone numbers of all medical/dental care providers.
- ☐ Both parents will make major medical decisions together, except for emergency situations as noted above. If the parents do not agree, then the final decision regarding medical issues will be with:
☐ Mother OR ☐ Father after consultation with _____

G. RELIGIOUS EDUCATION ARRANGEMENTS:

- ☐ Each parent may take the child(ren) to a church or place of worship of his or her choice during the time that the child(ren) is/are in his or her care.
- ☐ Both parents agree that the child(ren) may be instructed in the _____ faith.
- ☐ Both parents agree that religious arrangements are not applicable to this plan.

H. ADDITIONAL ARRANGEMENTS AND COMMENTS:

- ☐ **NOTIFY OTHER PARENT OF ADDRESS CHANGE.** Each parent will inform the other parent of any change of address and/or phone number in advance **OR** within _____ days of the change.
- ☐ **NOTIFY OTHER PARENT OF EMERGENCY.** Both parents agree that each parent will promptly inform the other parent of any emergency or other important event that involves the child(ren)
- ☐ **TALK TO OTHER PARENT ABOUT EXTRA ACTIVITIES.** Each parent will consult and agree with the other parent regarding any extra activity that affects the child(ren)'s access to the other parent.
- ☐ **ASK OTHER PARENT IF HE/SHE WANTS TO TAKE CARE OF CHILD(REN).** Each parent agrees to consider the other parent as care-provider for the child(ren) before making other arrangements.
- ☐ **OBTAIN WRITTEN CONSENT BEFORE MOVING.** Neither parent will move with the child(ren) out of the Phoenix metropolitan area without prior written consent of the other parent, or a court ordered Parenting Plan.
- ☐ **COMMUNICATE.** Each parent agrees that all communications regarding the child(ren) will be between the parents and that they will **not** use the child(ren) to convey information or to set up parenting time changes.
- ☐ **PRAISE OTHER PARENT.** Each parent agrees to encourage love and respect between the child(ren) and the other parent, and neither parent shall do anything that may hurt the other parent's relationship with the child(ren)

- ☐ **COOPERATE AND WORK TOGETHER.** Both parents agree to exert their best efforts to work cooperatively in future plans consistent with the best interests of the child(ren) and to amicably resolve such disputes as may arise.
- ☐ **PARENTING PLAN.** Both parents agree that if either parent moves out of the area and returns later, they will use the most recent ***"Parenting Plan/Access Agreement"*** in place before the move **or** the minimum Maricopa County Access Guidelines until other arrangements can be worked out.
- ☐ **NOTIFY OTHER PARENT OF PROBLEMS WITH TIME-SHARING AHEAD OF TIME.** If either parent is unable to follow through with the time-sharing arrangements involving the child(ren), that parent will notify the other parent as soon as possible.
- ☐ **MEDIATION.** If the parents are unable to reach a mutual agreement regarding a legal change to their parenting orders, they may request mediation through the court or a private mediator of their choice
- ☐ **DO NOT DEVIATE FROM PLAN UNTIL DISPUTE IS RESOLVED.** Both parents are advised that while a dispute is being resolved, neither parent shall deviate from this Parenting Plan, or act in such a way that is inconsistent with the terms of this agreement.

NOTICE TO PARENTS: Once this Plan has been made an order of the court, if either parent disobeys the court order related to parenting time with the child(ren), the other parent may submit court papers to Expedited Parenting Time Services for possible enforcement. See the Self-Service Center materials for help.

I. SIGNATURE OF BOTH PARTIES

Signature of Mother: _____ Date: _____
 Signature of Father: _____ Date: _____

PART 3: JOINT CUSTODY AGREEMENT (IF APPLICABLE):

- A.** ☐ **JOINT CUSTODY AGREEMENT:** If the parents have agreed to joint custody, the following will apply, subject to approval by the judge:
- 1. REVIEW PARENTING PLAN.** The parents agree to review the terms of the joint custody agreement and make any necessary or desired changes every _____ months from the date of this document.
 - 2. CRITERIA.** Our joint custody agreement meets the criteria required by Arizona law (A.R.S. §25-403)
 - a.** The best interests of the child(ren) are served;
 - b.** Each parent's rights and responsibilities for personal care of the child(ren) and for decisions in education, health care and religious training are designated in this Plan;
 - c.** A schedule of the physical residence of the child(ren), including holidays and school vacations is included in the Plan;
 - d.** The Plan includes a procedure for periodic review;
 - e.** The Plan includes a procedure by which proposed changes, disputes and alleged breaches may be mediated or resolved
 - f.** The parties understand that joint custody does not necessarily mean equal parenting time.

B. SIGNATURE OF BOTH PARENTS REQUESTING JOINT CUSTODY

Signature of Mother: _____ Date: _____
 Signature of Father: _____ Date: _____

(1) Name of Person Filing : _____
 Phone Number(s): _____ / _____
 In this case I am ☐ Petitioner or ☐ Respondent Or ☐ represented by Attorney
 (IF) Attorney, Name: _____ Bar No.: _____
 Atty. Email: _____ Atty. Phone: _____

**SUPERIOR COURT OF ARIZONA
 IN MARICOPA(2) COUNTY**

PARENT'S WORKSHEET FOR CHILD SUPPORT

(3) Petitioner _____ (4) Case No. _____

(3) Respondent _____ (4) ATLAS _____

(5) Total Number of Children: _____

(6) Parent with Primary Custody: Father ☐ Mother ☐

(7) Parent who is filing this form: Father ☐ Mother ☐

(8) Gross Income figures for the OTHER PARENT are:

- ☐ **ACTUAL**, with proof, such as a recent W2 or pay stub attached, or other party's signed statement.
☐ **ESTIMATED**, based on facts or knowledge of pay before promotion or of others in similar job.
☐ **ATTRIBUTED**, based on what other party could and should be earning (see Guidelines 4e).

	FATHER	MOTHER
Gross Income (Pre-Tax Income. Before deductions.)	\$ _____ (9)	\$ _____
Spousal Maintenance Paid	\$ - (10)	\$ -
Spousal Maintenance Received	\$ + (11)	\$ +
Child Support Paid/Contributed	\$ - (12)	\$ -
Support of Other Children Paid	\$ - (13)	\$ -
Adjusted Gross Income	\$ _____ (14)	\$ _____
Combined Adjusted Gross Income	(15) \$ _____	
Basic Child Support Obligation	(16) \$ _____	
Plus Costs for:		
Medical/Dental/Vision Insurance	\$ _____ (17)	\$ _____
Childcare	\$ _____ (18)	\$ _____
Education Expenses	\$ _____ (19)	\$ _____
Extraordinary/Special Needs Child Expenses	\$ _____ (20)	\$ _____
No. of Children Age 12 or Over _____ Adjustment _____ %	(21) \$ _____	
Total Adjustments for Costs	(22) _____	
Total Child Support Obligation	(23) \$ _____	

	FATHER		MOTHER	
Each Parent's % of Combined Income	_____	% (24)	_____	%
Each Parent's Share of Tot. Support Obligation	\$ _____	(25)	\$ _____	

Adjustment for Non Custodial Parent's Costs Associated with Parenting TimeUsing Table A ☐ Table B ☐ (26)

No. of Days _____ = _____% Adjustment (from table)

x Line (16) \$ _____ (Basic Child Support Obligation) \$ _____ (27) \$ _____

Less Noncustodial Parent's Costs for:

Medical/Dental/Vision Insurance* \$ _____ (28) \$ _____

Childcare* \$ _____ (29) \$ _____

Education Expenses* \$ _____ (30) \$ _____

Extraordinary/Special Needs Child Expenses* \$ _____ (31) \$ _____

*Subtract here ONLY if ADDED-IN items 17-20 above

Adjustments Subtotal \$ _____ (32) \$ _____

Preliminary Child Support Amount \$ _____ (33) \$ _____

Self Support Reserve Test for Parent Who Will Pay

Amount from Line (14) (Adj. Gross Inc.)

Minus Reserve Amount - \$775

Total = \$ _____ (34) \$ _____

Child Support to be Paid by: Father ☐ Mother ☐ \$ (35) \$

Share of Travel Expenses Related to Parenting Time* _____ % (36) _____ %

*Only for expenses related to travel over 100 miles, one way.

Share of Medical/Dental/Vision Costs Not Paid by Insurance _____ % (37) _____ %

I declare under penalty of perjury that the foregoing is true and correct.

Executed on: _____
Date_____
Signature of Parent

Name of Person Filing Document: _____

Your Address: _____

Your City, State, Zip Code: _____

Your Telephone Number: _____

ATLAS Number (if applicable): _____

Attorney Bar Number (if applicable): _____

Representing: ☐ Self (Without an Attorney) OR Attorney for ☐ Petitioner OR ☐ Respondent

SUPERIOR COURT OF ARIZONA MARICOPA COUNTY

 Name of Petitioner

Case Number

 Name of Respondent

TEMPORARY ORDER REGARDING

☐ Spousal Maintenance/Support☐ Property and/or debt☐ Child Custody and/or Visitation☐ Child Support☐ Other: _____

NOTICE: This is an important Court Order that affects your rights. Read this Order carefully. If you do not understand this Order, contact an attorney for help.

THE COURT FINDS:

1. A sworn ***"Motion for Temporary Orders"*** was filed with the court. The court read the Motion, scheduled a hearing, took testimony as appropriate, considered all relevant matters, and issues a Temporary Order.
2. This court has jurisdiction to enter temporary orders regarding property, debt, spousal maintenance/support, child custody, visitation, and/or child support, and has jurisdiction over the parties under the law. Where it has the legal power to do so and where it is applicable to the facts of this case, this court has considered, approved, and made Orders relating to property, debts, spousal maintenance/support, child custody, visitation and/or child support.

3. **This Order applies to these child(ren):**

NAME OF CHILD(REN)

BIRTH DATE AND AGE

4. ☐ **(Applicable only if child support, spousal maintenance/support, and/or medical insurance premiums are ordered to be paid or reimbursed)** This order is based on the best interests of the minor child(ren), and/or on the inability of the party who shall receive payments to support him/herself or maintain this action without financial assistance from the party ordered to pay.

5. ☐ **DEVIATION FROM CHILD SUPPORT:** The court, having considered the best interests of the child(ren), deviates from the guidelines for the following reasons:

Case No. _____

- ☐ Application of the guidelines is inappropriate
☐ Application of the guidelines is unjust
☐ The parties have signed a written agreement with knowledge of the amount of support that would have been ordered by the guidelines but for the agreement.

The court makes the following finding regarding the deviation:

- ☐ The child support order would have been \$ _____
☐ The child support order after deviation is \$ _____
☐ All parties have signed the agreement free of duress and coercion. \$ _____

6. ☐ **PHYSICAL CUSTODY ADJUSTMENT, COURT APPROVED DISCRETIONARY VISITATION ADJUSTMENT and/or OTHER ADJUSTMENTS.** (The court must make written findings if any of these adjustments are made.) _____

The court finds that the person responsible for paying child support has the ability to pay child support

- ☐ In the amount entered on Line 34 of the Worksheet for \$ _____
☐ In an adjusted amount calculated using the self-support reserve on line 35 of the Worksheet for \$ _____

7. ☐ **SUPERVISED OR NO VISITATION:** (if applicable) Supervised visitation between the child(ren) and ☐ Mother or ☐ Father or ☐ Other, **or** no visitation by ☐ Mother or ☐ Father or ☐ Other is in the best interests of the child(ren) for the following reasons: _____

THE COURT ORDERS:

A. CUSTODY AND VISITATION:

- ☐ **Temporary Joint Legal Custody.** There have been no significant acts of domestic violence. Mother and Father are hereby awarded temporary joint legal custody of the minor child(ren) subject to ☐ Maricopa County Parent/Child Access Guidelines or ☐ the attached Parenting Plan.

OR

- ☐ **Temporary Sole Custody.**
Mother is awarded the temporary sole custody of _____ and/or
Father is awarded the temporary sole custody of _____
subject to visitation as follows:

1. ☐ **Reasonable visitation** to the parent who does not have custody according to the Maricopa County Parent/Child Visitation/Access Guidelines. **(OR)**
2. ☐ **Reasonable visitation** to the parent who does not have custody according to the Parenting Plan attached. **(OR)**
3. ☐ **Supervised visitation** but only in the presence of another person, who is named below or otherwise approved by the court.

Name of supervisor: _____

Restriction on visitation: _____

The cost of supervised visitation shall be paid by:

☐ Mother or ☐ Father or ☐ Other shared equally by the parties. **(OR)**

4. ☐ **No visitation** rights to ☐ Mother or ☐ Father or ☐ Other.

B. CHILD SUPPORT. ☐ Mother or ☐ Father shall pay child support to the other party in the amount of \$_____ per month payable on the first day of each month, beginning the first day of month following the signing of this Order until further order of the court. Child Support is based on the information in the Child Support Worksheet attached hereto and incorporated by reference. All child support payments shall be made through the Clerk or the Court/Clearinghouse, plus an applicable statutory fee by the Order of Assignment signed this date.

C. ☐ MEDICAL AND DENTAL INSURANCE, PAYMENTS AND EXPENSES.
☐ Mother or ☐ Father is ordered to provide medical and dental insurance for the minor child(ren). All uninsured medical and dental expenses shall be paid as follows: _____ % by Mother, and _____ % by Father.

D. ☐ SPOUSAL MAINTENANCE/SUPPORT shall be paid by ☐ Petitioner to Respondent **OR** by ☐ Respondent to ☐ Petitioner in the amount of \$_____ per month, due on or before the _____ day of every month until further order of this court.

E. ☐ PETITIONER SHALL BE GRANTED THE EXCLUSIVE USE AND POSSESSION OF THE FOLLOWING PROPERTY:
☐ Residence located at: _____
☐ Car described as: _____
☐ Other: _____

F. ☐ RESPONDENT SHALL BE GRANTED THE EXCLUSIVE USE AND POSSESSION OF THE FOLLOWING PROPERTY:
☐ Residence located at: _____
☐ Car described as: _____
☐ Other: _____

G. ☐ THE FOLLOWING DEBTS shall be paid by **Petitioner.**

DEBT	AMOUNT	TO WHOM OWED
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

H. ☐ THE FOLLOWING DEBTS shall be paid by **Respondent.**

DEBT	AMOUNT	TO WHOM OWED
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Case No. _____

I. ☐ **OTHER ORDERS:** _____

J. ☐ **LENGTH OF THIS ORDER:** This order shall continue (check one box)
☐ Until further order of this court, OR
☐ Until (date): _____

DONE IN OPEN COURT: _____.

JUDGE/COMMISSIONER OF THE SUPERIOR COURT

THE SUPERIOR COURT OF ARIZONA IN MARICOPA COUNTY

(1) _____)
 Petitioner)
 vs.)
 (2) _____)
 Respondent)

(3) Case Number: _____

(4) ATLAS Number: _____

ORDER OF ASSIGNMENT

TO: Current and future employers or other payors of:

(5) Name: _____ SSN: _____

This order modifies and replaces any previous "Order of Assignment" with the same case number. You shall withhold court-ordered payments as follows:

Current Child Support	\$ _____
Current Spousal Maintenance/Support	\$ _____
Payments on Arrears / Interest	\$ _____
Clearinghouse Handling Fee	\$ _____ 2.25 per month*
TOTAL AMOUNT per month	\$ _____, but no more than

50% of disposable earnings (A.R.S. § 33-1131). *The Clearinghouse handling fee is set by statute and subject to change (A.R.S. § 25-510).

This **"Order of Assignment"** is effective immediately upon receipt by an employer or other payor, including self-employed persons, and continues until further Order, or until a period of 90 continuous days from the last payment to the Obligor. If you are again obligated to pay monies to the Obligor within 90 days, you are again bound by **this "Order of Assignment."** Payment must be sent to the Support Payment Clearinghouse within two (2) business days of the date the monies were withheld.

This Order of Assignment terminates on the last day of _____, _____ unless it includes an arrearage payment, in which case the total amount listed above shall continue to be withheld until further order.

You shall NOT discharge or otherwise discipline the person named in this assignment, because of service of this "Order of Assignment."

The above ATLAS number and employee's name **must** appear on the *Transmittal Form or check*. Make payments payable and send to:

Support Payment Clearinghouse, P.O. Box 52107, Phoenix, AZ 85072-2107

Dated this _____ day of _____, 20____.

 Judicial Officer or Clerk of Superior Court

Case No. _____

ATLAS No. _____

ATTENTION: COURT DIVISION AND STAFF. DO NOT FILE THIS DOCUMENT.
DO NOT DISTRIBUTE THE COMPLETED JUDGMENT DATA SHEET TO THE
PARTIES. THIS FORM IS FOR CLERK OF COURT INTERNAL USE ONLY.

JUDGMENT DATA SHEET (FOR INTERNAL USE ONLY*)

PERSON TO RECEIVE PAYMENTS:

Name: _____

Gender: ☐ Male ☐ Female Date of Birth: _____

SSN: _____

Mailing Address: _____

Daytime Phone: _____

Evening Phone: _____

Other (cell, pager): _____

Email Address: _____

PERSON TO MAKE PAYMENTS:

Name: _____

Gender: ☐ Male ☐ Female Date of Birth: _____

SSN: _____

Mailing Address: _____

Daytime Phone: _____

Evening Phone: _____

Other (cell, pager): _____

Email Address: _____

EMPLOYER INFORMATION FOR PERSON MAKING PAYMENTS: Firm Name: _____

Payroll Mailing Address: _____

Phone: _____

Email Address: _____

CHILDREN:

Name	Gender (M/F)	Date of Birth	Social Security No. (if available)
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

☐ Additional children listed on attached sheet.

FOR COURT USE ONLY

Order Date: _____			Type of Order: _____		
Current Child Support	Arrearages	Current Spousal Maint.	Arrearages	Miscellaneous	
Amount _____	Amount _____	Amount _____	Amount _____	Med Ins _____	
Frequency _____	Frequency _____	Frequency _____	Frequency _____	Frequency _____	
Due Date _____	Total _____	Total _____	Total _____	Med Bills _____	
	Thru Date _____	Due Date _____	Thru Date _____	Frequency _____	
	Due Date _____		Due Date _____	Due Date _____	